

MINUTES  
MURFREESBORO WATER AND SEWER BOARD  
April 26, 2011

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The Murfreesboro Water and Sewer Board (Board) met on Tuesday, April 26, 2011 in the conference room at Operations & Maintenance Building, 1725 S. Church Street. Present at the meeting were Board members: Mr. John Sant Amour, Mr. Clay Beach, Dr. Al Carter, Mr. Blake Smith, Ms. Kathy Nobles and Ms. Sandra Trail. Also present were Joe Kirchner, Darren Gore, Valerie Smith, Michele Pinkston, Susan McGannon, Kenny Diehl, Susan Rucinski, Keith Carpenter, Mark Lee, Jamie Reed, Jim Crumley, Alan Cranford, Richard Baines, and Chris Griffith along with other members of the public.

The Consent Agenda was presented for the following considerations:

*A. Consider a proposal from Dempsey Vantrease and Follis for the Water and Sewer Department Audit for the year ending June 30, 2011-*

Dempsey Vantrease and Follis submitted a proposal to audit the balance sheet of the Water and Sewer Department (Department), including stormwater as of June 30, 2011 and any related statements of earnings and cash flow for the year ended. The proposed fee will not exceed \$18,500, which is \$500 more than last year.

Staff recommended accepting the proposal as presented.

*B. Consider a Joint Funding Agreement between the Department of Interior and MWSD –*

An agreement between the Department of Interior and the Department for a program of water resources data collection on the West Fork of the Stones River was presented. The program includes the operation of a stream flow gauge and a water quality monitoring station at the discharge of the Sinking Creek Wastewater Treatment Plant. This is a standard agreement under which the Department has participated since 1986 to collect data on the discharge from the wastewater treatment plant.

Staff recommended the Board recommend to the City Council approval of the agreement as presented. The cost to the Department is \$17,950 per year with USGS matching for a total of \$35,900. This is the same as last year. This program will be included in the proposed 2011-2012 fiscal year budget in account 756.000.

*C. Consider Change Order No. 1 for the West Fork Stones River & Lytle Creek Sewer project -*

Huddleston Steele Engineering, Inc. submitted a recommended construction change order for the sanitary sewer rehab project for the West Fork Stones River and Lytle Creek sewer project. It was determined during a field visit with Cleary Construction, Inc. that the proposed connections to existing manholes along the greenway were not at an angle sufficient to allow coring through the manhole wall without damaging the existing interceptor. This change order will realign the proposed connections into the existing manholes, shorten the amount of proposed sewer main, and add three manholes to the project. The change order is a deduction in the amount of \$1,386.00 to the original contract, for a total contract amount of \$287,968.50.

Staff recommended the Board recommend to City Council approving the change order.

Dr. Carter made a motion to approve the Consent Agenda as presented. Kathy Nobles seconded. The motion was approved unanimously.

The amended March 15, 2011 Minutes were presented for approval. The first amendment was a correction on page 5, correcting Chris Griffith as member of the Study Committee, instead of Chris Bratcher. The second change was an editorial correction to 5<sup>th</sup> line to read, "questions are to be mailed in advance to help prepare for the meeting". The Minutes were accepted as corrected.

The Board considered a request to abandon an existing sewer easement at the rear of Lots 14-19 of Celebration Cove Subdivision.

This request was to abandon an existing 20 foot sanitary sewer easement at the rear of the above listed lots. At the time this easement was acquired, the Celebration Cove Subdivision had not been designed and this easement was to be utilized to extend sanitary sewer from Osborne Lane, south, to the Huntington Place Subdivision. Prior to the approval of the Huntington Subdivision, the Department received plans for Celebration Cove. During the review of Celebration Cove and prior to final approval of both subdivisions, it was decided to reroute the sewer main into the roadway as much as possible to avoid a large and deep sewer main from being close to the rear of the proposed homes. The easements were originally dedicated to the Department so there weren't any associated costs. The Planning Commission approved this as a Mandatory Referral item at the April 20, 2011 meeting. Staff recommended that the Board recommend to the City Council approval of abandoning the sewer easement at the rear of lots 14-19.

Sandra Trail made a motion to accept the request to abandon the existing sewer easement at Celebration Cove Subdivision. Blake Smith seconded. The motion unanimously passed.

The Board considered the purchase of a GPS rover unit and scanner for City Engineering. Chris Griffith, City Engineer, made a request explaining the need for two (2) pieces of equipment for the City Engineering Department. This equipment was approved by City Council in the City Engineering budget submitted for 2010-2011 to be reimbursed from the stormwater fund; however, due to miscommunications these items were not included in the 2010-2011 stormwater budget reviewed by the Board. While these items were not itemized in the Stormwater 2010-2011 budget, funds are available to purchase these items. The first piece of equipment requested is a Leica GS15 GNSS All on the Pole Global Positioning System (GPS) Receiver. This unit will be used for in-house design to rectify deficiencies in the stormwater conveyance and drainage system, saving significant costs in surveying and outside design services. This unit is identical to the GPS unit recently purchased by the Department for use in stormwater activities at the same price of \$27,787.50. This piece of equipment is recommended as a sole source purchase due to the fact that the Department has a Leica reference or base station at our Operations and Maintenance facility that sends out the signal to the Leica "rover" units. This base station

does not communicate with other units from different manufacturers without significant modifications and cost. The base station was procured through the City's bidding process in 2003.

The second piece of equipment is a full plan scanner to replace the existing scanner at City Engineering that is no longer serviceable. The scanner allows digital copies of plans to be retrieved by City Engineering personnel to assist in their inspections. This equipment is being procured through an existing U.S. Government Services Administration (GSA) contract. The total cost of the requested scanner and an accompanying computer is \$16,917.00.

Staff recommended that the Board recommend to City Council purchase of the Leica GPS Receiver, the Contex HD4250 scanner and computer as recommended by the City Engineer in the amount of \$44,704.50, funding coming from the stormwater capital account.

Blake Smith made a motion to approve the purchase. Kathy Nobles seconded. The motion was unanimously accepted.

Several miscellaneous staff reports were presented. The City Manager prepared a schedule for the Council Budget review. The regular Board meeting will be on May 24. The City Council will review the Department's tentative budget on May 25th. The Board will receive the tentative budget May 15 and review at the May 24<sup>th</sup> regular Board meeting. Staff presented the Financial and Reserves March Report, for the period March 1-31, 2011. The Department is on target with its revenue and expenses.

Staff presented the Loss of Revenue from reduction in water and sewer connection fees. There were also reports for the Taps Fee Revenue, Sanitary Sewer District and Reserve Work Order Commitments.

The Board discussed at length, the Hazen and Sawyer Workshop on the Wastewater Treatment Capacity and Effluent Study (Study) held April 21, 2011. Jim Crumley spoke about the extensive time the working committee spent with Hazen and Sawyer going through a most comprehensive and detailed analysis of the system. He felt it was an excellent Study and told the Board to take time to look at it. Be ready to ask Hazen and Sawyer questions, if needed. The recommendations are forthcoming in a short period of time. The Study will be put on the web site to give the public ample opportunity to review and make input. There will be more input from the Board. A second workshop is scheduled for May 17.

There being no further business, the meeting was adjourned.

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John Sant Amour, Chairman